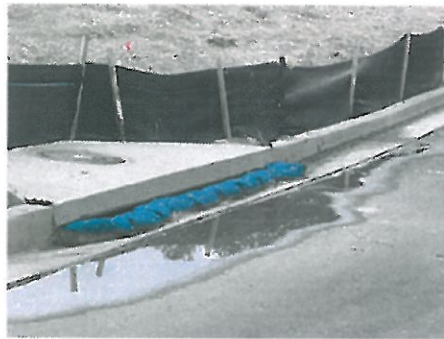




**PLANNING AND ZONING DEPARTMENT
LAND DISTURBANCE ACTIVITY (LDA)
APPLICATION PACKET**



????? QUESTIONS ?????

PLANNING & ZONING TECHNICIAN (912) 756-3592

ORDINANCES CAN BE VIEWED ONLINE AT RICHMONDHILL-GA.GOV

Land Disturbance Activity Permit Checklist

In order to expedite the review process, use this checklist to make sure you have filled out the applicable forms

NPDES Forms and GASWCC Plan Review Checklists and Guidance Documents can be found online at <http://www.gaswccgeorgia.gov>

YES N/A

- ☐ Application for Land Disturbing Permit
- ☐ Coastal Soil and Water Conservation District Application
- ☐ NPDES Application
- ☐ ☐ Copy of Notice of Intent (NOI) Primary Permittees
- ☐ ☐ Copy of Notice of Intent (NOI) Secondary Permittees
- ☐ ☐ Copy of Notice of Intent (NOI) for Tertiary Permittees
- ☐ Certificate of Applicant and Owner
- ☐ Check(s) required for applicable fees

Before a land disturbance permit is issued by the City of Richmond Hill, a site development plan or a preliminary subdivision plat must be submitted and approved. In some cases, a letter of intent will suffice if site development plan or preliminary subdivision plat is not applicable.

Once we have received a completed application and all fees have been paid, we will issue you a cover letter which you will need in order to have your plans reviewed. You will be required to contact Ann Welch with NRCS to arrange delivery of the cover letter and set of plans to her for review. Her contact number is 912-598-0424.

PROJECT NAME: _____

APPLICANT NAME: _____

SIGNATURE: _____ DATE: _____

APPLICATION FOR LAND DISTURBING ACTIVITY PERMIT

APPLICANT _____ PHONE _____ DATE _____

APPLICANT ADDRESS _____

IS APPLICANT THE OWNER OF THE PROPERTY? ☐ YES ☐ NO (IF NO, FILL IN OWNER INFO BELOW)

OWNER _____ PHONE _____

OWNER ADDRESS _____

PROJECT NAME/DESCRIPTION _____

PROJECT LOCATION _____

TAX MAP _____ PARCEL _____

PLAN PREPARED BY (ENGINEER & FIRM) _____

TOTAL ACRES _____ DISTURBED ACRES _____

LOCAL FEE \$50.00 + \$3.00 PER DISTURBED ACRE = \$ _____

NPDES FEE FOR CITY \$40.00 PER DISTURBED ACRE = \$ _____

TOTAL FEES TO CITY = \$ _____
TOTAL FEES

I, _____, hereby certify that I fully understand the provisions of the
PRINT NAME
Richmond Hill Erosion, Sedimentation and Pollution Control Ordinance and program, and that I accept responsibility for carrying out the Erosion, Sedimentation and Pollution Control Plan for the above referenced project as approved by the City. I further grant the right-of-entry onto this property, as described above, to the designated personnel of the City of Richmond Hill for the purpose of inspecting and monitoring for compliance with the aforesaid ordinance.

SIGNATURE DATE

APPROVED BY: _____

CSWCD DATE _____ PLAN REVIEW # BR _____

LOCAL PROGRAM ADMINISTRATOR _____ DATE _____
NAME



Coastal Soil & Water Conservation District

Jack Kingston Conservation Center
185 Richard Davis Drive, Suite 201
Richmond Hill, Georgia 31324

DATE: _____

TO: Applicants for Land-Disturbing Activity Permits

FROM: Coastal Soil and Water Conservation District

SUBJECT: Erosion and Sediment Control Plan Review

A conservation education contribution of \$50.00 per Erosion and Sediment Control Plan is requested by the Coastal Soil and Water Conservation District. This is in addition to any charges by the Local Issuing Authority.

Please complete the following form and attach a check in the amount of \$50.00 payable to the Coastal Soil and Water Conservation District.

Project Name _____ County _____

Applicant Name _____

Address _____

Phone Number _____

To help us in processing your application, please mail check and this form within five (5) days to:

Coastal Soil & Water Conservation District
ATTN: Ann Crockett
185 Richard Davis Drive, Suite 201
Richmond Hill, GA 31324

NPDES GENERAL PERMITS – FEE FORM

State of Georgia
Department of Natural Resources
Environmental Protection Division

PLEASE PRINT OR TYPE THIS FORM.
SUBMIT ORIGINAL FORM AND PAYMENT TO:

EPD - Construction Land Disturbance Fees
P. O. Box 932858
Atlanta, GA 31193-2858



PLEASE MAKE CHECKS PAYABLE TO: **Department of Natural Resources - EPD**
(DO NOT MAIL CASH)

COMPLETE THE FOLLOWING (do not leave any sections blank - if not applicable, mark "N/A"):

Primary Permittee's Name: _____

Project Construction Site Name: _____

Address: _____

City: _____

Construction Site Street Address: _____

State: _____ Zip Code: _____

(please provide sufficient information to accurately
locate the construction site)

Contact Telephone: _____

Is the construction site located within the city limits ?

☐ YES

☐ NO

City: _____
(applicable if the site is located within the
jurisdictional boundaries of the municipality)

County: _____

☐ Acres Disturbed (to the nearest tenth (1/10th) acre)
In an area with a certified Local Issuing Authority
(Do not include fees payable to the Local Issuing Authority)

_____ X \$40/acre = _____
(acres)

☐ Acres Disturbed (to the nearest tenth (1/10th) acre)
In an area with no certified Local Issuing Authority

_____ X \$80/acre = _____
(acres)

☐ Acres Disturbed (to the nearest tenth (1/10th) acre)
(By an entity exempt from a certified Local Issuing Authority's
regulation pursuant to statute)

_____ X \$80/acre = _____
(acres)

TOTAL FEE SUBMITTED = _____

CHECK NUMBER: _____

Submitted By (Printed Name): _____ Title: _____

Signature: _____ Date: _____

ATTACH CHECK HERE
VOID IF SUBMITTED WITHOUT PAYMENT

CERTIFICATION OF APPLICANT & OWNER

The undersigned applicant does hereby certify under penalty of perjury that he/she/it is the owner of the lands described in the within and foregoing application for a zoning procedure or subdivision procedure, or is the duly authorized agent for said owner.

ADDITIONAL CERTIFICATION WHERE APPLICATION IS MADE BY AGENT

The undersigned applicant does hereby certify under penalty of perjury that he/she/it is the owner of the lands described in the within and foregoing application for a zoning procedure or subdivision procedure, and that the above stated agent is authorized by this owner to apply for the zoning procedure or subdivision procedure requested in this application.
